

AMHERST/LAPAZCENTRO SISTER CITY COMMITTEE

Minutes

January 20, 2011

PRESENT: Liz Etheridge, Nancy Milch, Kathy and Walter Mullin, Mary Santiago, Anne and Ed Stanek

SISTER CITY BUSINESS FOR FEBRUARY, 2011 DELEGATION

FINANCIAL

**Mary** will request a financial meeting between Kathy, Anne and Julio on the Sunday, Feb. 20<sup>th</sup>, the day of our arrival. At this meeting, the following questions will be addressed:

1. How does Julio keep records?
2. **Kathy** will bring an accounting book that we are requesting the Treasurer use to keep accounts.
3. We will present Julio with our desire that he find a Treasurer to keep track of the details of the accounts, pointing out that we follow this model and it is too much for the Committee Chairperson to also be the Treasurer. **Mary** will forewarn Julio of this request.
4. We will ask if the electricity is being paid. Are there any consequences of not paying the bills? Does the committee know that Julio was not paying bills for a while?

**Mary** will also request that Julio make an appointment at the bank on Monday or Tuesday for a meeting between Julio, Kathy, Walter and a bank officer. The following will be addressed:

1. Kathy will present the documentation for the sequence of events as we know it.
2. What must be done to enable us to use this account?
3. How much is in the account? We think there should at least be the minimum of \$2500 plus \$1800 for the land money, which we had sent.
4. Is there any way that we can receive electronic copies of the bank statements?

We will try to arrange for a joint committee meeting for Tuesday evening. **Kathy** volunteered to bring a snack (Sparkling Cider?) from the U.S. for the meeting! We will address the following:

## SCHOLARSHIP PROGRAM

1. How is the scholarship program going?
2. What are the problems with retention?
3. What complaints do the students have?
4. How is the tutoring affecting student performance?
5. How is the recruitment:
  - a. How many applicants
  - b. How do they advertise the program?
  - c. How is the selection done?
6. Tutoring:
  - a. Is Lihia still the only tutor?
  - b. How often do the students get tutored and who comes?
  - c. Is anyone doing science and math tutoring?
  - d. Is the tutoring important?
  - e. Is there a reason that the program seems to work better for girls than boys?
7. We suggested making another questionnaire for the students to get feedback from the students as well as information from the new students to the program. Walter is working on this for us and will send us a copy.
8. Should we contact the students who have dropped out of the program? Perhaps Julio can give us a list of names.

## OTHER

1. Community Center: How much is it used?
2. Computer Classes at Casa de Mujer: We are still interested in a pilot program. Once our financial issues are resolved, would it be a good idea to send the money for the program directly to the Casa de Mujer?

3. Computers: Are they being used in the Community Center? Should we give our donated computers to the Community Center, or perhaps elsewhere? What are the computer needs?
4. Meetings: How often does the La Paz Centro Committee meet? Are there any others interested in joining the committee?
5. Are there any concerns that La Paz Centro Comite members would like to express?

#### GIFTS

1. Julian Como's mother will be donating candles for the homestay families in La Paz.
2. **Kathy** volunteered to check on calendars at her bank.
3. **Nancy** volunteered to check out other gifts: Pen and notebook for the Comite members, Calculators, Dictionaries, Agenda books for the students.
4. **Liz** has shirts, which we will give to the Comite members.

We adjourned the meeting without deciding on the next meeting, but we will not meet until after the delegation (Feb. 19 – 27<sup>th</sup>). As Thursdays seem best for everyone, we will try to plan our meetings on Thursdays through the summer.

Respectfully submitted,

Anne Stanek

Chairperson